



Administrative Policies and Procedures: 12.8

Subject:	Criteria for Placing Youth at Taft Youth Development Center
Authority:	TCA 37-5-105; 37-5-106
Standards:	ACA Standards: 3-JTS-3D-07, 3-JTS-5B-02, 3-JTS-5B-09; DCS Practice Standards: 6-508B, 8-306
Application:	All Department of Children's Services Employees

Policy Statement:

All male youth referred to Taft Youth Development Center shall meet specific established criteria for placement.

Purpose:

To ensure only male youth who meet criteria for placement at Taft Youth Development Center are referred and that a review is completed to ensure that Taft is the least restrictive environment for placement.

Procedures:

A. General Age Requirement	All male youth placed at Taft Youth Development Center (YDC) must be between the ages of 16 and 19 years old.
B. Specialized Treatment Programs	<ol style="list-style-type: none">1. Through a Child and Family Team Meeting (CFTM) DCS Policy 31.7, Building, Preparing and Maintaining Child and Family Team, teams may refer appropriate youth to appropriate Specialized Treatment Programs if such referrals will provide the youth with a greater opportunity for success.2. Youth may be referred to Taft to meet departmental and facility population management or security needs.3. In all cases referrals to Taft YDC must be reviewed and accepted by the Classification Coordinator before a youth can be admitted.
C. Eligibility criteria	Youth referred to Taft YDC must be male and meet at least one of the following criteria: <ol style="list-style-type: none">1. Threat of imminent violence toward person(s), particularly those who have assaulted DCS or contract agency staff.2. Escape, attempted escape or serious planning of escapes from a Youth Development Center (YDC).

	<ol style="list-style-type: none"> 3. One prior placement at a Youth Development Center. 4. Belligerent or unmanageable behavior. 5. Youth disturbance or major group disturbance. 6. Failing to progress in the program at a regional YDC. 7. Termination from a community residential facility or contract facility does not by itself qualify a youth for placement at Taft Youth Development Center.
D. Transfer	Transfers from other youth development centers to Taft Youth Development Center will be in accordance with DCS Policy <u>12.10, Transfer of Youth Between Youth Development Centers</u> .
E. Waivers	The Commissioner or Executive Director for Administration and Compliance may waive the established criteria to deal with population management or special treatment issues.
F. Transportation	Following approval, the referring site shall arrange transportation for the youth and make all other appropriate arrangements. Transportation shall be scheduled so the youth will arrive at Taft on a weekday, prior to noon, whenever possible.
G. Protective Exemptions	<p>The following categories of youth must not be placed at Taft:</p> <ol style="list-style-type: none"> 1. Youth with mental disabilities or who are mentally retarded; 2. Female youth; 3. Youth with extreme physical handicaps.
H. Data Systems Documentation	<ol style="list-style-type: none"> 1. The results of the CFTM shall be entered into TNKids within thirty (30) calendar days from the meeting. 2. Placement information for children/youth in DCS custody must be entered into TNKids according to best practice and in a timeframe that allows for the needs of the child/youth being placed. This includes disruptions, move toward permanency, lower level placement or change in resource home. 3. Events not documented elsewhere in TNKids or requiring fuller explanation are documented into case recordings which shall be recorded and completed within thirty (30) days of date of occurrence.

Forms:	<u>CS-0747 Child and Family Team Meeting Summary</u>
Collateral documents:	None